



PROGRAM

Electronic Information Solutions Inc

In cooperation with

Saint Louis University-Baguio

18th MARC 21 Workshop Reloaded

June 30 to July 1, 2011, 8:00 a.m-5:00 p.m.

3/F Audio Visual Room, Msgr. Charles Vath Library Bldg.,
Saint Louis University, A. Bonifacio St., Baguio City



Day 1 (June 30)

Morning Session

- **RDA (Resource Description and Access): An Overview**
- **MARC 21: An Overview**
- **Parts and Format of a MARC Record**
- **Tags/Subfields/Indicators**
- **Using MARC for books**
- **Using MARC for serials**
- **Using MARC for multimedia and computer files**
- **Using MARC for realia**
- **Using MARC for library equipment**
- **Using MARC for collections and hard-to-catalog items**
- **MARC resources and references**
- **Introduction to copy cataloging and pre-processing software**

Afternoon Session

The afternoon session will be an actual hands-on using computer workstations connected to the internet (one computer per participant). Four types of pre-processing software will be used, the MARC output of which can be imported directly to any brand of library automation software. Original cataloging and copy cataloging using books/materials of the participant's choice will be accomplished. For this purpose, each participant is enjoined to bring 3-6 books/materials of their choice, or select from what is available within the Computer Center, for their cataloging practice.

Day 2 (July1)

Morning Session

➤ MARC 21 Authority Format

This session will study the MARC 21 Authority Format. The MARC 21 Format for Authority Data is designed to be a carrier for information concerning the authorized forms of names and subjects to be used as access points in MARC records, the forms of these names, subjects and subdivisions to be used as references to the authorized forms, and the interrelationships among these forms. Participants will be able to create and use MARC Authority Records to improve the quality and uniformity of access points to the bibliographic data.

These authority records contain the authorized heading for names (personal, corporate, meeting, and geographic), uniform titles, and subject headings for use in a controlled vocabulary. It also may contain variant or unauthorized headings, related headings, and a list of sources.

Afternoon Session

The afternoon session is also an actual hands-on using computer workstations connected to the internet.

➤ Question and Answer

Participants can ask their question/s and get them answered right away. Feel free to participate in our interactive question and answer session.

NOTE: EISI's MARC 21 Workshop is NOW an accredited CPE provider.

RESERVATION-Yes please reserve a slot for me at the 18th MARC 21 Workshop Reloaded

Name _____ Institution _____
Address _____
Phone _____ Fax _____ E-mail _____

For day one only

For day two only

For two days

Training fee is P3, 500.00 for two days or P1, 750.00 for one day. Payment details will be sent after you register. Please fax this form to (632) 325-0027 or e-mail your registration info to eisi@eisi.com.ph. You may also register on-line at www.eisi.com.ph/marc.html. For question and other concern please call (632) 8436571 or 845-3507.

Important: Participants are expected to bring three to six books or other library materials for cataloging practice.